OSCEOLA COUNTY, MICHIGAN

*

FINANCIAL STATEMENTS

MARCH 31, 2007

×

Audi	ting F er P.A. 2 of 19	°ro 68. a	ocedures Repo	ort						
	ernment Type X Tow			Local Governmen				County	CEOL	_
Audit Date		nornp	Ouinion Date	EVARI	TOWNSHIP Date Accountant	Recort Submitte	ed to State:	05	CEUL	A
	31, 20					ER 30, 2				
accordan Financial	ice with tl Statemen	ne S	nancial statements of this statements of the Govern r Counties and Local Units	mental Accou	inting Standar	ds Board (G	ASB) and th	e Uniform F	Reporti	
We affire										
1. Wer	nave comp	lied '	with the <i>Bulletin for the Au</i>	idits of Local U	Inits of Govern	ment in Mich	nigan as revise	a.		
			blic accountants registered	•	_					
	er affirm th ts and reco		lowing. "Yes" responses h endations	nave boen disc	closed in the fin	ancial staten	nents, includir	ig the notes,	or in t	he report of
You must	check the	арр	licable box for each item t	oelow.						
Yes	X No	1.	Certain component units.	/funds/agencie	es of the local u	ınit are exclu	ded from the	inancial sta	temen	ts.
Yes	X No	2.	There are accumulated 275 of 1980).	deficits in one	or more of th	is unit's unre	eserved fund	balances/ret	ained	earnings (P.A.
Yes	Yes $[\overline{X}]$ No 3. There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended).									
Yes	Yes X No 4. The focal unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act.									
Yes	X No	5.	The local unit holds dep as amended [MCL 129.9					requiremen	ts. (P.	A. 20 of 1943,
Yes	X No	6.	The local unit has been of	delinquent in di	istributing tax r	evenues tha	t were collecte	ed for anothe	er taxi	ng unit.
Yes	X No	7.	The local unit has viola pension benefits (norma credits are more than the	I costs) in the	current year.	If the plan is	more than 1	00% funded	and t	he overtunding
Yes	X No	8.	The local unit uses cre (MCL 129.241).	dit cards and	has not adop	ted an appli	cable policy a	as required	by P.A	l. 266 of 1995
Yes	X No	9.	The local unit has not ad	lopted an inves	stment policy a	s required by	P.A. 196 of	1997 (MCL 1	29.95).
We have	e enclosed	l the	following:				Enclosed	To Be Forward		Not Required
The lette	er of comm	ents	and recommendations.				Х			
Reports	on individu	iat fe	ederal financial assistance	programs (pro	ogram audits).					Х
Single A	udit Repor	ts (A	ASLGU).							Х
Certified P	ublic Account	lant (F	Firm Name)							
	IN A. R	IGG	G, CPA					State	"] 7(0	
Street Add		ACK	CERLY STREET		City	, MIDLAND		State MI	ZIP 48	3640
	nt Signature	9	OR	•				Date	· · · · ·	0007
	10	n	n \mathcal{M} \mathcal{M}	Ç				AUGUS	T 29	9, 2007

TABLE OF CONTENTS

		Independent Auditor's Report	1
Statement	1.	- Combined Balance Sheet - All Fund Types and Account Groups March 31, 2007	2
Statement	2.	- Statement of Revenues, Expenditures and Changes in Fund Balance For the Year Ended March 31, 2007	3
Statement	3.	- Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual For the Year Ended March 31, 2007	4
		Notes to Financial Statements March 31, 2007	5-8
		Supplementary Information	9
Statement	4.	- General Fund Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual For the Year Ended March 31, 2007	10
Statement	5.	- Statement of Changes in Assets and Liabilities Tax Agency Fund For the Year Ended March 31, 2007	11
Schedule	1.	- General Fund Schedule of Expenditures Compared to Budget For the Year Ended March 31, 2007	12-14

*

JOHN A. RIGG

CERTIFIED PUBLIC ACCOUNTANT 4012 W. WACKERLY STREET MIDLAND, MICHIGAN 48640-2298

> TELEPHONE (989) 835-6774 FAX (989) 835-9622

INDEPENDENT AUDITOR'S REPORT

To the Honorable Members of the Evart Township Board Osceola County, Michigan

I have audited the accompanying general purpose financial statements of Evart Township, Osceola County, as of and for the year ended March 31, 2007, as listed in the table of contents. These general purpose financial statements are the responsibility of Evart Township, Osceola County, management. My responsibility is to express an opinion on these general purpose financial statements based on my audit.

I conducted my audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

Management has not presented government-wide financial statements to display the financial position and changes in financial position of its governmental activities. Accounting principles generally accepted in the United States of America require the presentation of government-wide financial statements. The amounts that would be reported in government-wide financial statements of Evart Township are not reasonably determinable.

In my opinion, because of the matter discussed in the preceding paragraph, the financial statements referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of Evart Township, State of Michigan, as of March 31, 2007, or the changes in its financial position or its cash flows for the year then ended.

Certified Public Accountant

Midland, Michigan August 29, 2007 EVART TOWNSHIP Statement 1.

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS MARCH 31, 2007

	GOVERNMENTAL FUND TYPE	FIDUCIARY FUND TYPE	ACCOUNT GROUP	
	General	Trust and Agency	General Fixed Assets	Totals
ASSETS				
Cash in bank Certificates of deposit Taxes receivable Due from other funds Fixed assets	\$ 17,175.81 133,808.34 5,377.77 751.37	\$ 751.37	\$ 41,781.13	\$ 17,927.18 133,808.34 5,377.77 751.37 41,781.13
<u>Total assets</u>	\$157,113.29	\$ 751.37	\$ 41,781.13	\$199,645.79
LIABILITIES Employee withholding and				
accrued payroll taxes Due other funds	\$ 94.62	\$ 751.37	\$ 	\$ 94.62
Total liabilities	<u>\$ 94.62</u>	\$ 751.37	\$	<u>\$ 845.99</u>
FUND EQUITY				
Investment in general fixed assets Fund balance Unreserved:	\$	\$	\$ 41,781.13	\$ 41,781.13
Undesignated	157,018.67			157,018.67
Total fund equity	\$157,018.67	\$	\$ 41,781.13	\$198,799.80
Total liabilities and fund equity	\$157,113.29	\$ 75 <u>1.37</u>	\$ 41,781.13	\$199,645.79

EVART TOWNSHIP Statement 2.

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE FOR THE YEAR ENDED MARCH 31, 2007

REVENUES	
Taxes - property Administration fees State shared income Metro authority Interest earned Rental of facilities Miscellaneous	\$ 35,310.09 4,213.20 103,746.33 3,342.92 4,965.80 1,040.00 14.88
Total revenues	\$152,633.22
EXPENDITURES General government Public safety Highways and streets Culture and recreation	\$ 86,488.12 28,579.87 4.55 12,472.04
Total expenditures	<u>\$127,544.58</u>
Excess revenues over (under) expenditures	\$ 25,088.64
Fund balance - beginning	131,930.03
Fund balance - ending	\$157,018.67

EVART TOWNSHIP Statement 3.

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL FOR THE YEAR ENDED MARCH 31, 2007

			Variance – Favorable
	Budget	Actual	(Unfavorable)
REVENUES			
Taxes	\$ 31,000.00	\$ 35,310.09	, ,
Administration fees	300.00	4,213.20	3,913.20
State shared revenue	105,000.00	103,746.33	(1,253.67)
Metro authority	3,600.00	3,342.92	(257.08)
Interest earned	200.00	4,965.80	4,765.80
Rental of facilities	1,500.00	1,040.00	(460.00)
Miscellaneous	300.00	14.88	(285.12)
Total revenues	\$141,900.00	<u>\$152,633.22</u>	\$ 10,733.22
EXPENDITURES			
General government	\$ 93,700.00	86,488.12	\$ 7,211.88
Public safety	28,900.00	28,579.87	320.13
Highways and streets	6,820.00	4.55	6,815.45
Culture and recreation	12,480.00	12,472.04	7.96
Total expenditures	\$141,900.00	\$127,544.58	\$ 14,355.42
Excess revenues over (under) expenditures	\$ -0-	\$ 25,088.64	\$ 25,088.64
Fund balance - beginning	131,930.03	131,930.03	
Fund balance - ending	\$131,930.03	\$157,018.67	\$ 25,088.64

NOTES TO FINANCIAL STATEMENTS

MARCH 31, 2007

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of Evart Township conform to generally accepted accounting principles as applicable to governments. The following is a summary of the more significant policies:

A. Description of Reporting Entity

Evart Township was organized prior to 1900 and covers an area of 36 square miles with the township's seat located within the boundaries of the township. The township operates under the directorship of a township board consisting of five members. The township provides the following services: public safety, highways and streets, sanitation, public improvements and general and administrative services.

B. Fund Accounting

The accounts of Evart Township are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenses as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped, in the financial statements in this report, into fund types and fund categories as follows:

Governmental Funds

General Fund - The general fund is the general operating fund of the township. It is used to account for all financial resources except those required to be accounted for in another fund.

Fiduciary Funds

Trust and Agency Funds - Trust and agency funds are used to account for assets held by the township in a trustee capacity or as an agent for individuals, private organizations, other governments or other funds. Agency funds are custodial in nature and do not involve measurements or results of operations.

C. Fixed Assets

The accounting and reporting treatment applied to the fixed assets associated with a fund are determined on a basis of reporting only the current assets on the balance sheet.

Fixed assets used in governmental fund type operations are accounted for in the general fixed assets account group, rather than in governmental funds. No depreciation has been provided on general fixed assets. Due to lack of historical costs on assets acquired prior to September 1, 1970, their values have been included at nominal amounts.

NOTES TO FINANCIAL STATEMENTS

MARCH 31, 2007

D. Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements.

All governmental funds and fiduciary funds are accounted for using the modified accrual basis of accounting. Their revenues are recogized when they become available as current assets.

E. Budgets and Budgetary Accounting

Activity based budget for the general fund is adopted annually on a basis consistent with generally accepted accounting principles. Any budget amendments are approved by the township board during regular board meetings.

F. Cash and Interest-Bearing Deposits and Investments

Investments are carried at cost. Investments of the township are at one bank in the name of Evart Township. Michigan Compiled Laws, Section 129.91, authorizes the township to deposit and invest in the accounts of federally insured banks, credit unions and savings and loan associations. Investments can also be made in bonds, securities and other obligations of the United States, or an agency or instrumentality of the United States, which are guaranteed as to principal and interest by the United States, including securities issued by the Government National Mortgage Association; United States government or Federal agency obligation repurchase agreements; bankers' acceptance of United States banks; commercial paper rated within the three highest classifications by not less than two standard rating services which mature not more than 270 days after the date of purchase and which involve no more than 50 percent of any one fund. Michigan law prohibits security in the form of collateral, surety bonds, or other forms for the deposit of public money. Attorney General's Opinion No. 6168 states that public funds may not be deposited in financial institutions located in states other than Michigan. The township's deposits are in accordance with statutory authority.

Risk disclosures for the township's cash investments are as follows:

	Carrying	Bank
Deposits	Amounts	Balances
Insured	\$100,000.00	\$100,000.00
Uninsured	51,735.52	68,467.33
	\$151,735.52	\$168,467.33

G. Other Significant Data

1. Property taxes attach as an enforceable lien on property as of December 1. Taxes are levied on December 1 and payable on February 14. The township bills and collects its own property taxes and also taxes for other governmental units. Collection of taxes and remittance of same are accounted for in the tax agency fund. Property taxes levied include .7983 mill for general operations for the current year.

NOTES TO FINANCIAL STATEMENTS

MARCH 31, 2007

G. Other Significant Data (Continued)

The delinquent real property taxes of Evart Township are purchased by the County of Osceola. They have been recorded as revenue for the current year. The 2006 state equalized valuation and taxable valuation totaled \$72,228,450 and \$44,290,226, respectively.

2. A summary of changes in general fixed assets follows:

		1ance 31-05	Additions	<u>Deletions</u>		11ance -31-07
Land	\$	1.00	\$	\$	\$	1.00
Land - cemetery		1.00				1.00
Building	31,	870.77			31,	870.77
Equipment	9,	908.36			9,	908.36
<u>Totals</u>	<u>\$41,</u>	781.13	\$ -0-	\$ -0-	<u>\$41,</u>	781.13

- 3. Statements of Revenues, Expenditures and Changes in Fund Balances, Statements 2. and 3., are not shown as combining statements since the general fund is the only governmental fund type in Evart Township.
- 4. The Statement of Changes in Assets and Liabilities Tax Agency Fund, Statement 5., is not shown as a combining statement. This is shown as a separate statement since only one agency fund exists in Evart Township.
- 5. Other Required Individual Fund Disclosures

Generally accepted accounting principles require disclosure, as part of the combined statements, of certain information concerning individual funds including:

- a. Summary disclosures of changes in general fixed assets by major asset class. See Note G.2. for this information.
- b. Deficit fund balances of individual funds. No fund was in a deficit position.

6. Retirement Commitments

Evart Township participates in the Municipal Retirement System, Inc., under the Michigan Township Participating Plan. The plan is a defined contribution money purchase pension plan covering substantially all employees and is administered by an insurance company. A defined contribution pension plan provides pension benefits in return for services rendered, provides an individual account for each participant and specifies how contributions to the individual's account are to be determined instead of specifying the amount of benefits the individual is to receive. Such benefits depend solely on the amount contributed to the participant's account and on returns earned on investments of those contributions. Vesting in the plan is 100% immediate.

The township makes the entire contribution to the plan with no employee contribution provision. The current year contribution to the plan is \$5,562.22.

The current year payroll covered by the pension plan is \$46,540.00. The total current year payroll for all employees is \$48,106.00.

NOTES TO FINANCIAL STATEMENTS

MARCH 31, 2007

7. Vacation and Sick Leave

The township does not offer its employees paid vacation or sick leave benefits.

8. Risk Financing and Related Insurance Issues

The categories of risk of loss to which the township is exposed and for which it has purchased insurance are as follows: property damage, liability, accident, workers compensation and theft. There have been no significant reductions in insurance coverage as compared to the previous year.

9. Jointly Governed Organizations

The townships of Evart, Orient, Osceola, Sylvan and the City of Evart operate the Evart Area Joint Fire Department. Each municipality agrees to levy or contribute tax monies each year the amount of up to one mill based upon the current state equalized valuation in each municipality. These funds are used for the cost of building, equipping and maintaining the Evart Area Joint Fire Department.

The township selects one representative to serve on the Fire Commission which governs the operations of the fire department.

During the year ended March 31, 2007, the township contributed \$28,084.87 as its portion of operating costs.

The financial statements of the Evart Area Joint Fire Department Fund are included as a component unit of the City of Evart, Michigan.

The townships of Evart, Osceola and the City of Evart operate the Evart Public District Library. Each municipality agrees to levy or contribute tax monies each year based upon the current state equalized valuation in each municipality.

The township selects two representatives to serve on the board which governs the operations of the library.

During the year ended March 31, 2007, the township contributed \$12,472.04 as its portion of operating costs.

The Evart Public District Library is an independent organization which submits its own audited financial statements.

SUPPLEMENTARY INFORMATION

GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL FOR THE YEAR ENDED MARCH 31, 2007

REVENUES	Budget	Actual	Variance - Favorable (<u>Unfavorable</u>)
Droporty tor	4 31 000 00	* 25 210 00	e / 210 00
Property tax State revenue sharing	\$ 31,000.00	\$ 35,310.09	-
Interest earned	105,000.00	103,746.33	(1,253.67)
Rental of facilities	200.00	4,965.80	4,765.80
Metro authority	1,500.00	1,040.00	(460.00)
Administration fees	3,600.00	3,342.92	(257.08)
Delinquent tax, interest and	300.00	550.94	250.94
administration fees		3,662.26	3,662.26
Miscellaneous	300.00	14.88	-
MISCEILaneous		14.00	(285.12)
Total revenues	\$141,900.00	<u>\$152,633.22</u>	<u>\$ 10,733.22</u>
EXPENDITURES			
Township board	\$ 23,955.00	\$ 21,365.53	\$ 2,589.47
Supervisor	3,840.00	3,840.00	-0-
Assessor	20,800.00	19,623.53	1,176.47
Elections	3,760.00	3,545.55	214.45
Clerk	14,180.00	13,481.95	698.05
Board of review	1,060.00	847.41	212.59
Treasurer	14,930.00	14,303.38	626.62
Cemetery	600.00	600.00	-0-
Township hall	9,100.00	7,714.30	1,385.70
Legal	675.00	366.47	308.53
Fire protection	28,900.00	28,579.87	320.13
Highways and streets	6,820.00	4.55	6,815.45
Library	12,480.00	12,472.04	7.96
Parks and recreation	800.00	800.00	
Total expenditures	\$141,900.00	\$127,544.58	\$ 14,355.42
Excess revenues over (under)			
expenditures	\$ -0-	\$ 25,088.64	\$ 25,088.64
			_
Fund balance - beginning	131,930.03	131,930.03	
Fund balance - ending	\$131,930.03	\$157,018.67	\$ 25,088.64

STATEMENT OF CHANGES IN ASSETS AND LIABILITIES

TAX AGENCY FUND

FOR THE YEAR ENDED MARCH 31, 2007

<u>ASSETS</u>	Balance 3-31-06	Additions	Deductions	Balance 3-31-07
Cash in bank	\$ 6,888.23	\$766,211.05	\$772,347.91	\$ 751.37
LIABILITIES				
Due to general fund Due to Osceola County Due to Evart Public Schools Due to Mecosta-Osceola	\$ 3,777.88 695.30 1,640.70	\$ 30,632.59 184,622.42 396,861.93	\$ 33,659.10 185,317.72 398,502.63	\$ 751.37 -0- -0-
Intermediate Schools Due to State of Michigan Tax overpayments	372.21 402.14 -0-	153,356.46 335.70 401.95	153,728.67 737.84 401.95	-0- -0- -0-
Total liabilities	\$ 6,888.23	\$766,211.05	\$772,347.91	\$ 751.37

GENERAL FUND

SCHEDULE OF EXPENDITURES COMPARED TO BUDGET FOR THE YEAR ENDED MARCH 31, 2007

			Variance - Favorable
TOWNSHIP BOARD	Budget	Actual	(<u>Unfavorable</u>)
Salaries Printing and publishing Memberships and dues Education and training Office supplies and expense Insurance Pension Trash day Mileage Prior year tax adjustments Totals	\$ 	\$ 3,740.00 23.00 891.70 180.00 34.06 5,337.00 5,759.22 5,309.80 28.80 61.95 \$ 21,365.53	\$ \$ 2,589.47
SUPERVISOR			
Salary Deputy supervisor	\$ 	\$ 3,740.00 100.00	\$
Totals	\$ 3,840.00	\$ 3,840.00	\$ - 0-
ASSESSOR			
Salary Office supplies Postage Mileage and travel Computer tax billing Computer support services Education and training Totals	\$ 20,800.00	\$ 13,750.00 617.70 887.39 440.94 3,157.50 635.00 135.00 \$ 19,623.53	\$ \$ 1,176.47
ELECTIONS	<u> </u>	+ 17,023.33	<u> </u>
Salaries Printing and publishing Education and training Machine services Mileage and travel Supplies	\$	\$ 1,396.00 256.12 810.00 600.00 136.40 347.03	\$
<u>Totals</u>	\$ 3,760.00	\$ 3,5 <u>45.55</u>	<u>\$ 214.45</u>

GENERAL FUND

SCHEDULE OF EXPENDITURES COMPARED TO BUDGET FOR THE YEAR ENDED MARCH 31, 2007

CLERK	Budget	Actua1	Variance - Favorable (<u>Unfavorable</u>)
Salary Deputy clerk Postage Education and training Mileage and travel Office supplies Computer support services Payroll taxes	\$	\$ 11,990.00 100.00 114.00 435.00 62.40 211.36 389.00 180.19	
Totals BOARD OF REVIEW	\$ 14,180.00	<u>\$ 13,481.95</u>	\$ 698.05
Salaries Printing and publishing Payroll taxes	\$	\$ 705.00 138.00 4.41	
<u>Totals</u>	\$ 1,060.00	\$ 847.41	\$ 212.59
TREASURER			
Salary Deputy treasurer Office supplies Computer support services Postage Mileage and travel Education and training	\$	\$ 11,990.00 100.00 666.85 660.00 692.73 148.80 45.00	
<u>Totals</u>	\$ 14,930.00	\$ 14,303.38	\$ 626.62
CEMETERY Contribution to City	\$ 600.00	\$ 600.00	\$ -0-
TOWNSHIP HALL			
Outside services Fuel and gas Repair and maintenance supplies Electricity Repair and maintenance Improvements	\$ 	\$ 1,070.00 869.75 712.09 1,130.62 1,622.00 2,309.84	
Totals	\$ 9,100.00	\$ 7,714.30	<u>\$ 1,385.70</u>

GENERAL FUND

SCHEDULE OF EXPENDITURES COMPARED TO BUDGET FOR THE YEAR ENDED MARCH 31, 2007

	Budget	Actual	Variance - Favorable (Unfavorable)
LEGAL	\$ 675.00	\$ 366.47	\$ 308.53
FIRE PROTECTION			
Shared operating costs Fire board meetings	\$ 	\$ 28,084.87 495.00	•
<u>Totals</u>	\$ 28,900.00	\$ 28,579.87	\$ 320.13
HIGHWAYS AND STREETS			
Maintenance and improvements	\$ 6,820.00	\$ 4.55	\$ 6,815.45
LIBRARY			
Contracted services	\$ 12,480.00	<u>\$ 12,472.04</u>	\$ 7.96
PARKS AND RECREATION			
Recreation	\$ 800.00	\$ 800.00	\$ -0-
Total expenditures	\$141,900.00	<u>\$127,</u> 544.58	\$ 14,355.42

JOHN A. RIGG

CERTIFIED PUBLIC ACCOUNTANT 4012 W. WACKERLY STREET MIDLAND, MICHIGAN 48640-2298

> TELEPHONE (989) 835-6774 FAX (989) 835-9622

To the Honorable Members of the Evart Township Board Osceola County, Michigan

COMMENTS AND RECOMMENDATIONS

- 1. Township books and records are maintained on a cash basis and are converted to a modified accrual basis for report purposes. This means that the entire 2006 property tax levy is recorded as income for the year ended March 31, 2007.
- 2. The financial statements of the township were not converted to the GASB 34 format of presentation.
- 3. It was noted that the township has no formal rental agreements with parties renting the township hall. I recommend that the township use written agreements and have furnished the clerk with a copy of an agreement used by another township.
- 4. I wish to again thank the township personnel for their cooperation and assistance during the course of the audit.

If you have any questions, please contact me.

Sincerely,

John A. Rigg

Certified Public Accountant

Midland, Michigan August 29, 2007